

TOWN OF CLAYTON

Plan Commission

Meeting Agenda

7:00 P.M. on Wednesday, December 9<sup>th</sup>, 2015

**Town Office Board Room, 8348 County Road T, Larsen, WI 54947**

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I. Call to Order:

- A. Pledge of Allegiance
- B. Verification of Notice
- C. Verification of Meeting Roll

II. Public Hearings:

- A. Public Hearing before the Plan Commission on a Conditional Use Application submitted by the petitioner(s): Jeff Howts, owner of Cruisin Safely Motorcycle & Driving Instruction, LLC, 2211 Oregon Street, Oshkosh, WI 54901 for a Home Occupation Major on property located at the north end of Black Top Way, Neenah, WI 54956 and specifically described as Lot 2 of the recently approved CSM of Tax ID # 006-0896, being all of Lot 2 of CSM 5026 being part of the Northwest ¼ of the Northwest ¼ and the Southwest ¼ of the Northwest ¼ of Section 36, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- B. Public Hearing before the Plan Commission on a re-zoning application submitted by the petitioner(s), Dennis H. and Carol B. Gehrt, 7379 Carden Drive, Neenah, WI 54956 for a portion of the property located immediately east of 2884 CTR “JJ”, Neenah, WI 54956, in the Town of Clayton, specifically described as a portion of Tax ID # 006-0901-04-07 and located in Section 36, Township 20 North , Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin to be rezoned from A-2 (GENERAL FARMING DISTRICT) to B-2 (COMMUNITY BUSINESS DISTRICT).
- C. Public Hearing before the Plan Commission on a re-zoning application submitted by the petitioner(s), Guy K. and Brenda S. Gruett, 3152 Buttercup Road, Neenah, WI 54956 to request that the following property located at 3118 Larsen Road, Neenah, WI 54956, in the Town of Clayton and specifically described as Tax ID # 006-0607-01 being part of the southeast ¼ of the southwest ¼ all in Section 23, Township 20 North , Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin to be rezoned from A-2 (GENERAL FARMING DISTRICT) to R-2 (SUBURBAN RESIDENTIAL DISTRICT).
- D. Public Hearing before the Plan Commission on a re-zoning application submitted by the petitioner(s), James A. and Lavern L. Sturgis, 1740 Oakridge Road A, Neenah WI 54956 to request that a portion of the following property located on the east side of Pioneer Road south of CTR “IP” in the Town of Clayton and specifically described as a portion of Tax ID # 006-0531, being part of Lot 1 of Certified Survey Map Number 4094 as recorded in Volume 1 of Certified Survey Maps on page 4094 as Document Number 1030255, located in the southeast ¼ of the northeast ¼ all in Section 20, Township 20 North , Range 16 East,

Town of Clayton, County of Winnebago, State of Wisconsin to be rezoned from A-2 (GENERAL FARMING DISTRICT) to R-1 (RURAL RESIDENTIAL DISTRICT).

- III. Approval of Minutes:
- A. Approval of the minutes of the Wednesday, November 11<sup>th</sup>, 2015 Regular Plan Commission Meeting.
- IV. Open Forum – Town-related Matters not on the Plan Commission’s Agenda:
- Pursuant to WI Statutes 19.83(2) and 19.84(2), the public may present a question or issue; however, only limited discussion may occur and no action may be taken until specific notice of the subject matter of the proposed action can be given. If you wish to speak during the Open Forum portion of the meeting, please complete “Request to Speak at Meeting” form, located on the Agenda Table, and give the form to the Town Clerk or Treasurer.
- V. Correspondence:
- A. November CY 2015 Building Inspection Report.
  - B. Notice from the Winnebago County Plan Commissioner Network.
- VI. Business:
- A. Discussion/Recommendation: Plan Commission review and consideration of a Conditional Use Application submitted by the petitioner(s): Jeff Howts, owner of Cruisin Safely Motorcycle & Driving Instruction, LLC, 2211 Oregon Street, Oshkosh, WI 54901 for a Home Occupation Major on property located at the north end of Black Top Way, Neenah, WI 54956 and specifically described as Lot 2 of the recently approved CSM of Tax ID # 006-0896, being all of Lot 2 of CSM 5026 being part of the Northwest ¼ of the Northwest ¼ and the Southwest ¼ of the Northwest ¼ of Section 36, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
  - B. Discussion/Recommendation: Plan Commission review and recommendation on a Certified Survey Map (CSM) Application submitted by the petitioner(s), Dennis H. and Carol B. Gehrt, 7379 Carden Drive, Neenah, WI 54956 for the following properties located at 2884 CTR “JJ”, Neenah, WI 54956, in the Town of Clayton and specifically described as Tax ID # 006-0901-03 and a portion of the property located immediately east of 2884 CTR “JJ”, Neenah, WI 54956, in the Town of Clayton and specifically described Tax ID # 006-0901-04-07 all located in Section 36, Township 20 North , Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
  - C. Discussion/Recommendation: Plan Commission review and consideration of a re-zoning application submitted by the petitioner(s), Dennis H. and Carol B. Gehrt, 7379 Carden Drive, Neenah, WI 54956 for a portion of the property located immediately east of 2884

CTR “JJ”, Neenah, WI 54956, in the Town of Clayton and specifically described as a portion of Tax ID # 006-0901-04-07 located in Section 36, Township 20 North , Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin to be rezoned from A-2 (GENERAL FARMING DISTRICT) to B-2 (COMMUNITY BUSINESS DISTRICT).

- D. Discussion/Recommendation: Plan Commission review and recommendation on a Certified Survey Map (CSM) Application submitted by the petitioner(s) Guy K. and Brenda S. Gruett, 3152 Buttercup Road, Neenah, WI 54956 for the following properties located at 3152 Buttercup Road, Neenah, WI 54956, in the Town of Clayton and specifically described as Tax ID # 006-1404 and 3118 Larsen Road, Neenah, WI 54956, in the Town of Clayton and specifically described as Tax ID # 006-0607-01 being part of the southeast ¼ of the southwest ¼ all in Section 23, Township 20 North , Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- E. Discussion/Recommendation: Plan Commission review and consideration of a re-zoning application submitted by the petitioner(s), Guy K. and Brenda S. Gruett, 3152 Buttercup Road, Neenah, WI 54956 request that the following property located at 3118 Larsen Road, Neenah, WI 54956, in the Town of Clayton and specifically described as Tax ID # 006-0607-01 being part of the southeast ¼ of the southwest ¼ all in Section 23, Township 20 North , Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin to be rezoned from A-2 (GENERAL FARMING DISTRICT) to R-2 (SUBURBAN RESIDENTIAL DISTRICT).
- E. Discussion/Recommendation: Plan Commission review and recommendation on a Certified Survey Map (CSM) Application submitted by the petitioner(s), James A. and Lavern L. Sturgis, 1740 Oakridge Road A, Neenah WI 54956 for property located on the east side of Pioneer Road south of CTR “II” in the Town of Clayton and specifically described as a portion of Tax ID # 006-0531 being part of Lot 1 of Certified Survey Map Number 4094 as recorded in Volume 1 of Certified Survey Maps on page 4094 as Document Number 1030255, located in the southeast ¼ of the northeast ¼ all in Section 20, Township 20 North , Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- F. Discussion/Recommendation: Plan Commission review and recommendation on a re-zoning application submitted by the petitioner(s), James A. and Lavern L. Sturgis, 1740 Oakridge Road A, Neenah WI 54956 to request that the following property located on the

east side of Pioneer Road south of CTR "II" in the Town of Clayton and specifically described as a portion of Tax ID # 006-0531 being part of Lot 1 of Certified Survey Map Number 4094 as recorded in Volume 1 of Certified Survey Maps on page 4094 as Document Number 1030255, located in the southeast ¼ of the northeast ¼ all in Section 20, Township 20 North , Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin to be rezoned from A-2 (GENERAL FARMING DISTRICT) to R-1 (RURAL RESIDENTIAL DISTRICT).

- G. Discussion/Recommendation: Plan Commission review and consideration of changes to the Draft Comprehensive Plan Maps and Documents based on input from the Public Listening Session for the Town's CY 2016 Comprehensive Plan Update.

VII. Upcoming Meeting Attendance

VIII. Adjournment

Respectfully submitted,  
Richard Knapinski, Plan Commission Chairperson

Pursuant to Wisconsin Statute 19.84 (2) and (3) notice is hereby given to the public and the media that two or more members of the Town Board of the Town of Clayton, may attend the meeting of the Town of Clayton Plan Commission scheduled to be held in the Town Office Meeting Room at 8348 CTR T, Larsen, WI 54947, in order to gather information about a subject over which the Town Board has decision making responsibility. For purposes of the Open Meetings Law only; attendance at a meeting by two or more Town Board members constitutes a meeting of the Town Board, pursuant to Badke Vs. Village Board of Village of Greendale, 173 Wis2d 553, 494 NW2d 408 (1993), and must be noticed as such, although it is not contemplated that the Town Board will take any formal action at this meeting.

Upon sufficient notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please call the Town Office at (920) 836-2007 during regular office hours.

This agenda has been posted at the following locations in the Town of Clayton:

- 1) Town Office
- 2) Corner of JJ & Breezewood
- 3) Clayton School